Request for Qualifications

November 17, 2026

Yakama Nation Fisheries, Request for Qualifications

Visual Art Design

OVERVIEW

The Yakama Nation is a federally recognized Indian tribe pursuant to the Treaty of Walla Walla, June 9, 1855 (12 Stat. 951). As set forth in the Treaty of 1855, other federal statutes, and court decisions, the Yakama Nation holds reserved rights and responsibilities as a co-manager of fisheries in the Columbia River Basin. The Yakama Nation uses its authorities under the Comprehensive Environmental Recovery and Compensation Liability Act (CERCLA) to participate in the cleanup and restoration of hazardous waste sites in the Columbia River Basin. Yakama Nation's work and actions are focused on a clean and productive Columbia River that sustains the cultural practices of Yakama members and improves life for our neighbors and future generations.

Yakama Nation Fisheries shares educational information, news updates, conducts outreach activities and provides a tribal perspective on a wide range of issues. Effective education and outreach initiatives are focused on providing tribal members and the general public with information on program activities, current projects, and new initiatives. Due to the complexity and significance of this work, YNF is seeking qualified visual art design experts to support documentation and communication of this important work. Contracted visual art design services will support public engagement, outreach, and project documentation throughout the duration of the work.

The Yakama Nation is seeking qualifications from a visual art design firms to provide visual design and educational outreach services that document and support YNF's projects and initiatives. Responses to this RFQ will be reviewed to establish one or visual art design support contracts. This RFQ will remain valid for contracting purposes for up to 36 months. The Yakama Nation will review the response to this RFQ to establish a visual art design services contract. This RFQ will be considered viable for contracting purposes extending over 36 months.

Scope of Work

The contractor shall be available to provide on-call services for the length of the contract (generally 1 to 3 years). Work schedules, budgets, and deadlines for deliverables will be discussed and agreed upon through task orders. Payment will be made on a cost reimbursement basis. Travel will be required for site research, coordination meetings, briefings, stakeholder engagement, education, and public outreach support efforts.

Required Services

- Collaborate with YNF staff to develop visually engaging materials that support education, outreach, and community engagement goals.
- Participate in discussions with YNF staff and management to identify design needs for educational and outreach products.
- Design and produce print and digital educational materials**,** including handouts, posters, guides, and interpretive graphics.
- Assist with the creation of visual storytelling products, such as infographics, timelines, or illustrative assets that convey program history, milestones, and cultural context.

- Provide support in reviewing, refining, and delivering educational work products to diverse audiences in culturally appropriate formats.
- Contribute to project documentation related to visual materials, including version control, production files, and usage tracking.

Work Deliverables

Deliverables will be determined throughout the contract period as support needs are identified. Deliverables will be submitted in formats agreed to by Yakama Nation Fisheries and will generally include electronic versions. Submittals will be the sole property of the Yakama Nation, and no information will be released to other parties without express written permission. Examples of the type of deliverables to be expected are listed below.

- Web-based and digital visual content presenting program history, milestones, and restoration efforts.
- Print and digital educational materials (handouts, posters, fact sheets) for community and public use.
- Educational guides, booklets, and publications for community distribution.
- Visual storytelling assets, including illustrations and infographics, in culturally appropriate formats.
- Interactive graphics or digital tools to support public education and outreach.
- Design and production of conference or event booths, displays, and related visual materials.

QUALIFICATIONS PACKAGE GUIDELINES

Firms submitting qualifications packages should have the ability to successfully complete work deliverables. Firms should have experience working with Tribes and should have experience providing visual design and educational materials in support of public engagement, outreach, and education on complex natural resource and cultural issues. Project scope of work, budget, and schedules will be developed in cooperation with the selected firms. Yakama Nation will not pay any costs associated with developing the qualifications package or negotiating any contract that may be awarded post response to this RFQ.

This RFQ document can be accessed on the YNF website link Yakama Nation Fisheries | Yakama Nation Fisheries.

The qualifications package should be no more than 5 pages, excluding resumes and attachments. The package must include: a proposed work team structure and internal controls; experience within the past five years related to the work elements and deliverables described herein, including key staff assigned to the work; resumes of principal(s) and key work team members highlighting relevant experience within the past five years; examples of relevant work (links or attachments); a rates and fees schedule; and references from three to five clients. If the qualifications package includes these required items, it will be evaluated using the criteria in Attachment 1.

- Qualifications packages should be e-mailed to: Natalie Swan, swan@yakamafish-nsn.gov.
- Qualifications packages received after December 18, 2026, 5:00 pm, may not be considered.

Attachment 1: Evaluation Criteria

Qualification package response will be evaluated using the following criteria, each criterion will be weighted equally.

1. Experience working with Yakama Nation or other federally recognized tribes, including culturally appropriate communication and collaborative engagement.
2. Experience in visual design for education and outreach, including creation of print, digital, and web-based materials for diverse audiences.
3. Experience in design planning and project development, including conceptualizing visual approaches, layout, and presentation of materials for community engagement.
4. Experience developing and implementing visual materials for public engagement and community outreach, including support for events, displays, or educational programs.
5. Demonstrated ability to translate program goals and content into clear, culturally appropriate visual storytelling and educational products.
6. Ability to collaborate with clients, staff, and stakeholders to ensure visual materials effectively support outreach, education, and engagement objectives.